

**MINUTES
VILLAGE OF LAKE PARK
PARK AND RECREATION COMMISSION MEETING
3801 LAKE PARK ROAD, LAKE PARK, NC
September 23, 2019**

Commission Members Present: James Record, Fabian Szarko, Wil Ortiz, and Jeremy Russell.

Events Coordinator: Angie Figiel

Village Administrator: Cheri Clark

Call to Order: James Record called the September 23, 2019 Parks and Recreation meeting to order.

Public Comments: Maureen Highdale, President of the Lake Park Garden Club, shared that their recommendation for the Children's Christmas Tree is the "Black Dragon". The tree will be placed in front of the community center. Annually, Maureen coordinates with Ms. Deedee's program to make Christmas Ornaments for the Children's tree.

Approval of Minutes: Fabian Szarko made the motion to approve the August 26, 2019 P&R minutes as presented. Jeremy Russell seconded the motion. Vote – Unanimous.

Changes to the Agenda: Jeremy Russell made the motion to approve the September 23, 2019 Agenda as presented. Fabian Szarko seconded the motion. Vote – Unanimous.

Council Actions:

Saturday, October 12th is the annual Fall Festival. After the Festival, Jim is requesting commissioners walk around and make sure the park and streets are cleaned up.

Jim requested funds from Council for two projects so that vendors can be selected and the work to start immediately. Council approved up to \$3,000 to back fill the swing and bench pads for Connie's pond.

Council approved up to \$3,700 for tree stump grinding and clean up. The Village has many trees that have died from the drought and will need to be taken down.

Common Heart: Keith Adams is still reaching out to Lake Park to host the walk. Jay Sholar with the UCSO is meeting with Keith on Wednesday, September 25th to discuss moving the walk to the Sun Valley School area. The UCSO will not support the walk in Lake Park due to safety concerns for the walkers in the streets. Sun Valley is the better option for space, time, and resources.

Budget Report: James Record shared that there is nothing out of the ordinary concerning the P&R budget.

Pools: Mecklenburg Swim Association has requested the use of the pool through October 18th. Our current permit expires October 30th. If MSA goes beyond our current permit, they would need to pay for the extension of the permit. Practice is going well due to the unusual weather. There has been no impact on the Community or our facilities. CPM will close up and winterize the pool at the conclusion of the MSA rental.

Facilities: Community Center – the doors and windows need to be re-caulked.

Tennis Courts – The crack fill product for the tennis courts has arrived. Fabian and Wil are coordinating their schedules to apply the material to the tennis courts, possibly the second week in October. After the cracks are repaired, we will move forward with the painting of pickle ball lines for the courts. Two vendors submitted bids to paint pickle ball lines on the existing courts. Carolina Courtworks proposal was \$500 to paint both courts. Sport Court Carolina's bid to paint was \$2,000. Wil Ortiz made the motion to accept the Carolina Courtworks bid. Jeremy Russell seconded the motion. Vote - Unanimous.

Landscaping:

Park benches need to be installed at Truman & Alden. Lucas has not installed benches as of today.

Flags in the garden district – to move the flags and poles from the garden district to Founders Park and install would cost \$464.15. If the flags are moved, they will need to be lit and we would also incur the expense of adding lighting to the flag poles. The only location to install the flags at Founders Park, would be near the Gazebo due to the existing electrical. The castle at Normandy was also discussed for a location. The flags were originally located in the Garden District when the Village was being built. This will be tabled until the next meeting.

Jim is wanting to do an annual safety inspection on the swings by ponds and the swing sets in the Village. The two new pond fountains will also need annual maintenance. The annual maintenance of these items will need to be added to the calendar.

The Swings and Posts will need a coat of stain to prevent decay as soon as possible. Commissioners have volunteered their time to paint and it was also suggested that we reach out to the area high school for volunteer hours.

Tree replacements – We have 18 tree credits through Union Power to replace trees in the Village. Union Power needs a list of locations where the trees need to be installed. The Black Dragon for the children's Christmas tree will use one of the 18 credits. Wil will research and try to find a 4' Black Dragon and install as soon as one is available.

Mathisen Square sign. Wil Ortiz submitted a drawing of the plants for landscaping around the sign. 7 Sky Pencil evergreens behind the sign and each side flanked with pink muhly grass (14). The plants and mulch will need to be installed at ground level. Mounded plants and mulch could create a tripping hazard. Lucas submitted a bid of \$1,489 to install the plants, however, they did not include a fee for watering these plants. Jeremy made a motion to go back to Council and request up to \$1,750 for this project based on the original bid, to include watering of the plants. Fabian seconded the motion. Jim Record will go back to Council for additional funds to cover watering of the plants. Vote- Unanimous

Connie's Pond– Bids was submitted by Lucas Landscaping and C&D Landscapes to back fill the walkway and sod along Connie's Pond and to also backfill, seed and straw under the bench at Connie's Pond. The bid from Lucas Landscaping was \$2040.00. The bid from C&D Landscapes was \$2,775. Jeremy made a motion to move forward with the Lucas Landscaping bid as long as the

fees match or are compatible with our T&M sheet per the Landscaping Contract. Wil Ortiz – seconded the motion. Vote-Unanimous

Swings – 4 swing pads under that wooden swings at Russell Park, Veterans Ponds, Garden Pond, and Lake Charles need to be back filled around the cement pads. Grass seed needs to be added to the areas as well, to help with run off. Lucas Landscape submitted a bid for \$630.50 to complete the work. C&D Landscapes submitted a bid for \$1,500. Wil Ortiz made the motion to accept the Lucas Landscape bid. Fabian Szarko seconded the motion. Vote – Unanimous

Dead Trees – Multiple areas throughout the Village have dead trees that need to be removed, stumps ground and debris removed. Russell Park, Queens and Hoover, Bobbie's Pond, Balsam Pond, and the trees lining the common areas. C&D Landscapes submitted a quote for approximately \$7,035 to do all the work. Wil Ortiz wants to know what standards C&D Landscapes will use to prune the Evergreens. Wil Ortiz wants Arboricultural standards or NCA300 standards for pruning of the Evergreens. Jim is reaching out to other local tree services for additional bids.

Christmas Lights – Henry is submitting his estimate for putting up the Christmas lights for the Village. He will also need to submit a list of trees that need to be trimmed for lights. Jim will take his bid to Council for approval and any advance that Henry may need to purchase drop cords, tie's etc.

Garage – Jim is inquiring about building a floor above the rafters in the garage, to provide additional storage for such items as Christmas lights, zoning signs etc. This was tabled for the October meeting.

Google Drive – used for a data dump site for the Commissioners to report landscaping contract issues or community needs. The site does require someone to follow up and make notes on the completion or still pending items. Commissioners will continue to use the site.

Ponds:

Normandy Pond headwall has been repaired. Lucas will back fill and seed around the area. Foster Lake & Pond is treating for algae, but the heat is feeding the growth of the algae.

Events:

Chili Cook Off - due to low participation over the last couple of years, this event is cancelled indefinitely.

Tree Lighting Ceremony – December 8th more details to follow. Angie will work with the HOA to coordinate Children's activities. There is only \$594 left in events for the year. We have the Christmas tree lighting and Memorial Day events to still budget.

Adjourn: Fabian Szarko made the motion to adjourn. Jeremy Russell seconded the motion.
Vote – Unanimous.

Respectfully Submitted,

Angie Figiel

Angie Figiel
Administrative Assistant

